

Approved at the May 22, 2007 meeting

Flathead County Solid Waste District
Board of Directors Meeting
April 24, 2007 – **5:00 pm**
Landfill Office

1. Roll Call

Board Members present: Mike Eve, Chair; Nancy Askew, Board of Health; Hank Olson, City of Kalispell and Bill Shaw, City of Columbia Falls. Absent: Dale Lauman, County Commissioner; John Helton, Member at Large and Nathan Sande, Vice Chair.

District Staff present: Director Dave Prunty and Recording Secretary Deborah Morine.

Attendees: Turner Askew and Mayre Flowers.

2. Introductory Remarks from Chairman

Mike thanked everyone for attending.

3. Comments from public

Mayre Flowers addressed the Board. She reviewed the proposed budget expenses for the Waste Not Project for the coming year. She stated their goals next fiscal year are:

- Mini grant program, school presentations
- Monitoring opportunities for county glass recycling
- Support and coordinate annual e-waste collection
- Coordinate small business hazardous waste collection
- Maintain the Compost Garden Demonstration Site
- Maintain, update and promote the WasteNot website and misc. brochures

Mayre stated that she is requesting a \$1,500 increase this current year in order to cover administrative and transportation costs.

Mayre also stated she had recently attended a workshop in Helena on watershed planning. Of particular interest to her was researching the disposal of pharmaceuticals as there have been measurable levels in some groundwater in the state. Mayre wondered if the disposal of unused medication should be part of the hazardous waste collection or if there is another recourse. Dave said he didn't think the hazardous waste company wanted anything to do with unused medicines. He stated that the City of Kalispell Water Treatment Plant said they can handle small amounts in their system if people "flush" them. But people who are on septic systems do not have the same option. Nancy said she would check with the Health Department.

4. Approval of the Board Meeting Minutes for March 27, 2007 - **Action Required**

Hank Olson moved to adopt the minutes of March 27, 2007. Bill Shaw seconded. Motion passed.

5. Action Agenda

a. Landfill Assessment and Tipping Fee Adjustment

The last couple of meetings the Board has been reviewing different scenarios for an adjustment to the annual assessment rate and the tipping fee. The Board directed staff to proceed forward with an 8% increase to both the assessment fee and the gate tipping fee. An increase of 8% corresponds to the rates shown below:

<u>Current Assessment</u>	<u>New Assessment</u>	<u>Current Gate</u>	<u>New Gate</u>
\$74.75/year	\$80.73/year	\$28.75/ton	\$31.05/ton

It is intended that this increase will raise sufficient revenues to cover expenses for the next two operating years. Staff recommends that another analysis occur after two years to assess the financial well being of the District.

The process to increase the assessment fee and tipping rate is after the District approves a motion with the new rates (April '07); we will then publish a notice of the intentions of the District Board. A public meeting would then occur before our board to allow anyone to comment on the proposed changes (May '07) meeting. The District could then adopt a resolution approving the changes and requesting that the Board of County Commissioners approve them (May '07). The County Commissioners then would pass a resolution of intent to approve the increases and publish notice thereof and notice that if sufficient protests are received the board will hold a public hearing (June '07). After the hearing or after the protest period is over without sufficient protests, the County Commissioners can adopt a resolution approving the change (July '07).

Hank Olson made a motion to increase the gate fee to \$31.05 per ton and to increase the landfill assessment fee to \$80.73 per unit and to authorize the Director to publish notice of intent of the potential increases. Nancy Askew seconded. Motion passed.

b. Approval and Recommendation of Fiscal Year 2007/2008 Budget

The preliminary budget was reviewed last month for the Solid Waste District. One budget is for the solid waste operations and the second is for the Junk Vehicle program. The solid waste budget has been modified as directed by the Board last month with the proposed changes to the assessment and gate fees. Revenues are currently projected at \$6,165,609. Expenses total \$6,004,901 after the transfer from the equipment replacement fund is deducted from the total. Projects that were included in the capital improvement plan are included in this budget. Transfers of \$600,000 will be made to both the liner trust fund and the closure and post closure trust. Staff met with the County Administrative Officer and the Finance Director to review the proposed budget on April 17th. Minor modifications were completed as some items were moved from expense line items to capital improvements.

The Junk Vehicle budget revenue is received from a grant from the Montana Dept. of Environmental Quality. We have assumed the revenue to be the same as last years grant at this time. We can revise this when the DEQ provides updated information to us about this years grant. Expenses for this program total \$109,018 with the remaining dollars (\$7,412) being transferred to the CIP fund for the program. Capital projects included in the Junk Vehicle budget include the installation of a hydraulic vehicle hoist to increase the safe and efficient removal of vehicle fluids and some fencing around the junk vehicle pen.

Hank Olson made a motion approving the proposed budgets for the Flathead County Solid Waste District, with the Solid Waste Operations and the Junk Vehicle Budget to including an increase of \$1,000 in the educational line item in the Solid Waste Operations budget and recommending approval of the budget by the Flathead County Commission. Bill Shaw seconded. Motion passed.

c. Fee Waiver Policy for the District

At the February meeting the Board reviewed the current policy for the ability of the District Director to waive disposal fees for community clean up events. After reviewing the files, we determined that a formal policy had never been approved by previous Boards. Jonathan Smith has prepared Resolution No. SW2007-25 pertaining to this issue. The resolution will allow for the waiver of disposal fees for community clean up events in the county. Typically, these events occur each spring in Kalispell, Columbia Falls, Whitefish, Bigfork and Coram. A letter requesting the waiver must be sent to the District office for review and approval prior to the event being held. The Resolution is attached to the board packet.

Bill Shaw stated that the word “spring” should be omitted from the document as fees can be waived anytime of year, not just in the spring.

Hank Olson moved to approve Resolution No. SW2007-25 omitting the word “spring”. Nancy Askew seconded. Motion passed.

6. Director’s Report

a. Strategic Plan Proposal from Bryan A. Stirrat and Associates (BAS)

As requested, BAS has prepared a proposal to perform a strategic plan for the District. This plan will analyze all facets of our operation and will help the Board to determine a direction for the District as land filling operations continue in our currently licensed area for the next 30 to 60 years. This plan also addresses the key technical, operational, financial, political, and public policy issues to provide cost efficient and environmentally responsible solid waste management service for the citizens of Flathead County.

Since this is such an important part of the District’s planning, staff asked BAS to provide copies of their proposal so the Board could review their approach to this project. BAS has performed many of these types of studies for large local government entities in southern California. This work is planned to occur in the next fiscal year and should take

approximately 12 months to complete. The anticipated expense for this project is \$189,087.

If the Board would review the proposal and discuss any ideas that are not currently addressed in the proposal in the next couple of meetings, Dave will discuss these issues with the consultant and revise the document as needed.

b. Landfill Gas to Energy Project

Flathead County has been meeting with Johnson Controls, Inc (JCI). This company has been pre-approved by the Montana Department of Environmental Quality for use by local governments for Energy Performance Contracting. The County is using JCI to review and propose some energy efficiency modifications for the County Complex facilities in Kalispell. Another aspect of their business is landfill gas to energy projects. They have performed a preliminary review of our landfill gas system and energy producing potential. It appears (at first glance) that we may be able to install a power producing system that will fund itself over time (17 years) with the sale of power. Two representatives from JCI will be at the May meeting to discuss and inform the Board of this potential project.

c. Tree Buffer in Southwest Corner of South Area Landfill

We are proceeding forward with the installation of the tree planting in the southwest corner of the facility. We will be using the well at the old Warner Farm for the water system. A drip irrigation system will be installed for water. The buffer will have Caragana at 5 foot centers next to the chain link fence and Blue Spruce at 10 foot centers for the inside row.

d. Refuse Operations

Operations proceeded well for February. Tonnage/Volumes are shown below:

	<u>March</u>
Total MSW to landfill	11,221.75
Total Appliances Collected	1,170
Junk Vehicles Collected	21
Truck Trips to Landfill	533
Refuse tons/trip	7.26

e. Construction of Disposal Road

Contracts have been executed with LHC for the rebuild of the entry road to the landfill. Work should be starting in late April to early May. They have a 45 calendar day construction period and will be completed by June 30, 2007, barring any significant delays for weather.

f. Budget

g. Financial Reports

Dave reviewed the Budget and Financial Reports with the Board

7. Comments from Board Members

There were no comments.

8. Adjournment

The meeting was adjourned at 6:00 p.m.